



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA of Greater Kalamazoo Job Description

Job Title: Early Learning Lead Teacher – Northside

Pay Rate: \$16-\$19 based on education and experience

Visit our website to apply: www.kzooyymca.org position open until filled

POSITION SUMMARY:

We are seeking staff members to partner with us on our early center on the Northside. The YMCA is committed to providing a high-quality experience for staff and students of the neighborhood. Lead teachers would be responsible for the day-to-day operation of the designated Early Learning classroom within all state licensing regulations and Association policies and procedures, including our commitment to diversity, equity, and inclusion.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Provide daily direction and oversight of assigned classroom and staff through positive communication and coaching of desired behaviors and outcomes.
2. Create and implement curriculum/lesson plans incorporating hands-on activities and experiential learning, considering factors such as individual needs, abilities, learning levels and physical limitations of students.
3. Observe and assess children's development on a regular basis, including an ASQ assessment of all students within one month of enrollment. Analyze data and use TS Gold to document children's progress and guide lesson plans. Make plans or referrals specific to the needs of the individual child.
4. Establish effective communication and build positive relationships with families to promote positive parent/child relationships including family participation in the classroom. Includes conferences three times a year.
5. Work a minimum of 30 hours per week in the classroom. Depending on classroom needs, the remaining 10 hours per week will be available for admin duties/office work.
6. Complete at least 24 hours of training annually including all training required by GSRP, KC Ready 4s and high-quality standards.
7. Work in partnership with associate teachers, KCR4's Teacher mentor, and Great Start to Quality Coach to maintain a High-level CLASS score.
8. Appropriately handle all emergency situations, remaining current in First Aid and CPR.
9. As required by Michigan law, report any suspected incidence of child abuse to the Association Early Learning Director and Children's Protective Services (appropriate legal authority).



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QUALIFICATIONS:

1. At least 19 years of age
2. Must meet MiLeap qualifications for Lead Teacher
3. Valid CDA or Associates degree or higher in Early Childhood preferred. Candidates currently enrolled in an Early Childhood Education program can be put on an educational plan with the intent to meet the required qualifications within 3 years.
4. Demonstration of a commitment to diversity, equity, and inclusion
5. Residence or ties to the Northside neighborhood preferred.
6. One year of experience with children in a licensed childcare program preferred.
7. Certification in CPR and First Aid must be obtained within 30 days of hire.
8. Satisfactory completion of Comprehensive Background Check.
9. Ability to plan, organize and implement age-appropriate/developmentally appropriate program activities.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- Must be able to participate in activities with children
- Daily cleaning to maintain a safe and healthy space